

VIRGINIA'S DATA COLLECTION AND 21ST CCLC EVALUATION



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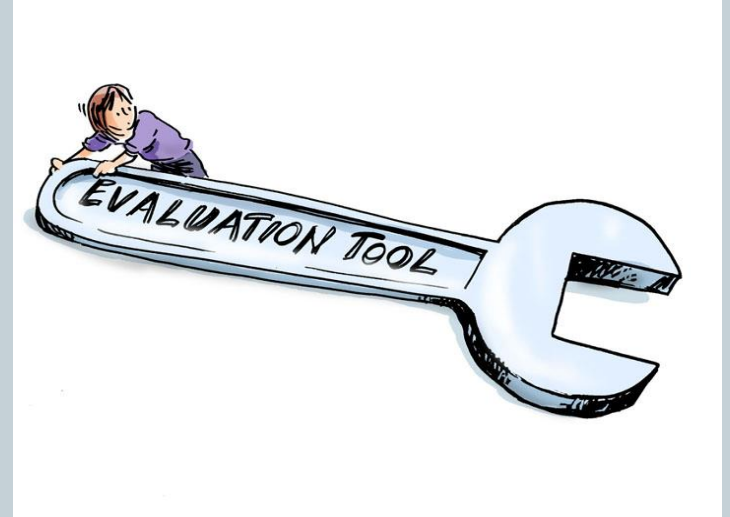
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SESSION OVERVIEW



- Overview of the 21st CCLC evaluation process
- Share the evaluation timeline
- Purpose of each survey
- Brainstorm ways to use survey results
- Evaluation scenarios



PURPOSE OF EVALUATION



- Two Levels of Evaluation
 - Grantee level evaluation
 - State level evaluation
- Analyze program progress towards goals and objectives
- Analyze program effectiveness

PURPOSE OF EVALUATION



- Determine program strengths
- Determine program needs
 - Program changes within the guidelines of the grant
 - Professional development

21st CCLC TIMELINE

[illegible]

SURVEY PLATFORMS

- University of Memphis, Center for Research and Educational Policy (CREP Survey System)
- USED APR (Annual Performance Report)



Center for Research in Educational Policy Survey System

Please log in:

User ID:

Password:

Enter

WELCOME

21ST CCLC DATA COLLECTION

Thanks for making time to report on 2015-2016 performance period data to the US Department of Education.

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CENTER VS. GRANT



- Center definition for evaluation
 - A center is any location that has the ability to collect both academic and enrichment data
- Grant that has a school location and Boys and Girls Club
 - 1 center – school – 1 set of data
- Grant that has 2 schools – Carter Middle School and Carter High School – 2 centers – 2 sets of data
- Survey directions will indicate whether to answer questions based on the center or the grant

COHORTS AND DATA ENTRY



- Year 1 awards – 2016-2017 – Cohort 15
- Year 2 awards – 2015-2016 – Cohort 14
- Year 3 awards – 2014-2015 – Cohort 13

- Will be required to complete surveys if grant is not renewed
 - 2013-2014 – Cohort 12 will need to complete
 - SSWS Student Attendance Survey
 - For this year, the ALERT Survey

ALERT Annual Local Evaluation Report Tool



- Yearly - <http://crepsurveys.net/Survey/>
- 2015-2016 School Year Survey
 - **Tuesday, September 13, 2016, and close on Friday, October 14, 2016 (Currently open)**
 - Cohort 13 and 14
 - Noncompliance if not completed by October 14th
- 2016-2017 School Year Survey
 - **May 2017-July 2017**
 - All grantees- Cohort 13, 14, 15

ALERT



- State Evaluation Process
- “~~aka~~” Virginia APR
- Purpose - Describe your program
 - goals/objectives
 - students and families served
 - activities
 - strengths/weaknesses
 - challenges/successes

ALERT TIPS



- Preview the survey (don't click submit)
- Determine the team to help you collect data
- Plan and allow time to collect and input data
- Save work as you go; return if necessary
- Print completed survey
 - Use to complete
 - ✦ monitoring process
 - ✦ USED APR
- View the report in the CREP survey system

SSWS STUDENT ATTENDANCE SURVEY



- Yearly – www.doe.virginia.gov
 - Single Sign-on for Web Systems (SSWS)
- Reminder
 - Grantees must work with the school division SSWS administrator for access to the “21st Century Community Learning Centers Application (21st CCLC Student Attendance Survey)” through SSWS
 - Non-LEA grantees must work with their contact in the school division to ensure access and that the data can be entered into the survey within the data collection window
- State Evaluation

SSWS STUDENT ATTENDANCE SURVEY



- 2015-2016 School Year Survey
 - Monday, October 17, 2016, and closes on Friday, November 18, 2016
 - Cohorts 12, 13, and 14
 - Noncompliance if not completed by November 18th

SSWS STUDENT ATTENDANCE SURVEY



- SSWS Student Survey matches 21st CCLC students with their spring 2016 SOL scores for mathematics and English/reading
 - number of days of program attendance
- Directions will be provided by email and SSWS

SSWS STUDENT ATTENDANCE SURVEY



- .csv file will be downloaded (not excel)
- Do not need to record a zero for students that did not attend the program
- Do not change the file in any way
 - Do not sort
 - Do not add students
 - Do not remove students

SSWS STUDENT ATTENDANCE SURVEY



- Delete the header (first row) after adding attendance
- Save the file as a tab delimited file (.txt)

SSWS STUDENT ATTENDANCE SURVEY



- Upload the file in the application
- Submit the verification report to confirm the data
 - Check the report for the correct number of students and days
 - One report per school division
- The verification report should be returned electronically to VDOE by November 18th

SSWS STUDENT ATTENDANCE SURVEY TIPS



- Communicate with the division's SSWS administrator the dates that the survey needs to be downloaded and uploaded
- Review the file, if several students are missing, they may be assigned to another school, contact T. Frierson to add those schools
- Allow time to secure Superintendent's signature

VIRGINIA'S 21ST CCLC QUALITY PROGRAM SELF ASSESSMENT



- New/revised
- Required
- Complete in January
- Submitted through CREP Survey System
- Documentation for monitoring



VIRGINIA'S 21ST CCLC QUALITY PROGRAM SELF ASSESSMENT



- Yearly - <http://crepsurveys.net/Survey/>
- Cohorts 13, 14, and 15
- Grantee Program Evaluation
- Purpose – Program Effectiveness
- Completed by an advisory team/evaluation team

Suggested Members	
- Coordinator	- Teachers
- Site Director	- Parents
- Principal	- Community Partners

VIRGINIA'S 21ST CCLC QUALITY PROGRAM SELF ASSESSMENT



- 9 Sections

- Academic Focus
- Compliance with 21st CCLC Regulations
- Youth Development Needs
- Ensuring Safety
- Coordination with School
- Staff and Professional Development
- Community Partnerships
- Sustainability
- Management and Governance

- Areas of Strength

VIRGINIA'S 21ST CCLC QUALITY PROGRAM SELF ASSESSMENT



- 3-13 questions/section
 - Proficient: Our program is proficient and can serve as an example to others.
 - Acceptable: This element is fully developed and is practiced consistently in our program.
 - Developing: We are currently developing this element.
 - Needs Improvement: This element does not exist in our program or is in the early stages of development.
 - Don't Know: I am unfamiliar with this element.

VIRGINIA'S 21ST CCLC QUALITY PROGRAM SELF ASSESSMENT



- Narrative at the end of each section
 - Action Plan to Improve Program Quality
 - Technical Assistance/Training Needed to Improve Program Quality
- Areas of Strength
 - Specific strategies and factors that contributed to the success of the program

VIRGINIA'S 21ST CCLC QUALITY PROGRAM SELF ASSESSMENT



- Program Directors/Site Directors will have a series of questions to answer
 - AWA
 - Program objectives including SOL improvement
 - Student and family program hours
 - Spend down of funds-Grant Tracking Balance Worksheet
 - Sustainability and partnerships

VIRGINIA'S 21ST CCLC QUALITY PROGRAM SELF ASSESSMENT



- Allow program time to operate (Jan.)
- Each member of the advisory/evaluation team completes the self assessment tool
 - Can complete the tool in parts/sections
- Discuss the results and use them to determine areas needing improvement
- Print your completed survey
 - Use to complete the monitoring process

VIRGINIA'S 21ST CCLC QUALITY PROGRAM SELF ASSESSMENT



- Discuss the results and use them to determine areas needing improvement
- Develop an improvement plan
- Execute the improvement plan



TEACHER SURVEY



- Yearly - <http://crepsurveys.net/Survey/>
- Cohorts 13, 14, and 15
- State Evaluation and Grantee Program Evaluation
- Purpose – Assess student improvement during the regular school day

TEACHER SURVEY



- One survey is completed for
 - each student that has attended the program for 30+ days
 - Elementary school – homeroom teacher
 - Secondary school - core academic teacher such as an English/reading teacher or a mathematics teacher
- Coordinators/site directors will receive a template letter to send to teachers
- Use teacher survey results to complete the USED APR Survey

TEACHER SURVEY



- 7 questions to determine improvement based on these topics
 - Attendance
 - Academic performance
 - Behavior
 - Homework completion
 - Class participation

TEACHER SURVEY TIPS



- Solicit the support of the principal
- Determine which teachers should participate
- Inform the English/reading and mathematics teachers at the beginning of the year about the survey

TEACHER SURVEY TIPS



- Survey collection alternatives
 - Teachers complete surveys individually
 - “Staff Training” - Invite the teachers as a group to complete the survey
 - Site directors collect the teacher survey data and complete the survey for each student in the program

TEACHER SURVEY



- Survey results need to be completed for at least 10 students in order to receive a report
 - Protect student identities
 - The fewer students that take the survey, the easier it will be to identify them

- Final report is an excel spreadsheet with student sensitive data
 - To request the report contact the VDOE specialist in charge of monitoring and evaluation
 - It will be sent through SSWS

STUDENT SURVEY



- Yearly - <http://crepsurveys.net/Survey/>
- Cohorst 13, 14, and 15
- State Evaluation and Grantee Program Evaluation
- Purpose – Assess student perceptions of the program

STUDENT SURVEY



- Students in grades 3-12
 - attended the program for 30 days or more
 - will individually complete the survey online during the afterschool program
- Letter sent to Superintendent informing him/her of the Student Survey

STUDENT SURVEY



- Approximately 32 questions – simple language
- Student provides grade level which will indicate additional questions for secondary students
- Responses
 - Section 1 - Select all that apply
 - Section 2 - Yes, No, Sometimes
 - Section 3 - Agree, Not Sure, Disagree

STUDENT SURVEY



- Schedule time in the computer lab and display the web address
- Respect student privacy
- If a teacher believes that students will have difficulty reading the questions then read the questions to the students before they begin the survey

GMD – GRANTEE MONITORING DOCUMENT



- Yearly - <http://crepsurveys.net/Survey/>
- 2016-2017 School Year Survey
 - **April 2017 - May 2017**
 - Cohorts 13 and 14
 - Noncompliance if not completed by due date
- Purpose – Program monitoring and compliance for year 2 and 3 grantees

GMD



Purpose – Program monitoring and compliance

- Program Timeline/Dates of Importance
- Program Design – Instruction, Enrichment, and Family Activities
- Attendance Data
- Staffing and Professional Development
- Partnerships
- Health and Safety
- Fiscal Management
- Program Evaluation

GMD TIPS



- Preview the survey (don't click submit)
- Determine the team to help collect data
- Plan to allow time to collect and input data
 - Could be requested to confirm data
- Save work as you go; return if necessary
- Print your completed survey

USED APR

- 2 Sessions – attend only one
- Wednesday - October 5, 2016
- 9:15 - 10:30
- Marsha Granderson – Program Specialist for USED APR

Good news! 21APR can now be found at 21apr.ed.gov.
The 21apr.thetactilegroup.com url will expire on November 30, 2016.
Please update your bookmarks!

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HOW TO USE THE RESULTS



- Review your assigned survey
- Think about potential answers to the questions
- Brainstorm ways to use the results
- Record your ideas on the chart paper
- Choose someone to report to the group

EVALUATION SCENARIOS



- Eight schools – 4 elementary schools, 2 middle schools and 2 high schools
- Choose a school/scenario
- Review the scenario
- Determine ways to improve the program
- Record your ideas on the chart paper
- Choose someone to report to the group

EVALUATION CONTACTS

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